

Federal Outcome and PEP Reports Overview

Report Name	Report Number
CPS Initial Assessment Timeliness Report	SM06a05 a/b/c

Performance Measure Timeliness of completed CPS Initial Assessments, including the timeliness of Initial Assessment worker assignments and the timeliness of initial IA face-to-face contacts. Timeliness is based on data of supervisor approval.
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Target Population Report includes all CPS Initial Assessments approved during the reporting period. Includes all screened-in PS Reports associated with each CPS Initial Assessment.
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National Standard N/A

CFSR Performance Item(s) Safety Outcome 1, Item 1 - Timeliness of CPS Investigations.

Report Run Cycle	<input checked="" type="checkbox"/> Annual	<input checked="" type="checkbox"/> Quarterly	<input checked="" type="checkbox"/> Monthly	<input checked="" type="checkbox"/> On-Demand
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Report Output	<input checked="" type="checkbox"/> Statewide Summary (c report)	<input checked="" type="checkbox"/> County/Site Summary (a report)	<input checked="" type="checkbox"/> Case-Level Detail (a report)	<input checked="" type="checkbox"/> All County Comparison (C report)
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Key Columns in Report	Initial Assessment Timeliness – Average days to approve initial assessment. Face-to-Face Contact Timeliness – Average days to attempted or actual contact.
Summary	
Case-Level Detail	Excel worksheet showing case ID (column L), initial assessment/investigation ID (Column O) and Timeliness Dates (columns X – AD)

Other Comments/Considerations 1) Report includes two parts, with part 1 showing the timeliness of screen-ins, worker assignment and approval of initial assessments and part 2 showing the timeliness of face-to-face contacts based on the assigned response time. 2) Initial assessments included are based on the supervisor approval (completion) date, so the report does not include initial assessments pending approval. 3) The average number of days is determined using the mean.
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Attachments:	<input checked="" type="checkbox"/> Report Field Definitions	<input checked="" type="checkbox"/> Screen Shots	<input type="checkbox"/> Summary Output
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REPORT KEY - CPS Initial Assessment Timeliness (SM06a05)

County/Site - Calculations are grouped by County and by Site within the County. The County/Site comes from the primary assigned worker at the time of CPS Initial Assessment approval. If no primary worker is assigned at the time of CPS Initial Assessment approval, the County/Site comes from most recent supervisory assignment at or prior to the time of CPS Initial Assessment approval. If no supervisor is found, the County/Site comes from the most recent secondary assignment at or prior to the time of CPS Initial Assessment approval.

Completed Assessments - Number of CPS Initial Assessments approved by a Supervisor During the reporting period. This is the population for the report.

Screened-in PS Reports - Number of Screened-in PS Reports linked to the approved CPS Initial Assessments.

Assessments w/Multiple PS Reports - Number of approved Initial Assessments to which multiple PS Reports were linked.

Avg Days to Screen-In PS Reports - Average number of days from the "Date and Time PS Report Received" to the time the Supervisor's screen-in decision was entered and saved in eWiSACWIS. Calculated against the number of screened-in PS Reports (previous report column).

Avg Days to Assign IA Worker - Average number of days from the "Date and Time PS Report Received" to the time the Case is assigned to a CPS Initial Assessment worker. Calculated against the number of approved CPS Initial Assessments for which an Assignment with aType of "CPS Initial Assessment" was created within 10 days of the PS Report Screen-in Date.

Avg Days to Approve IA - Average number of days from the "Date and Time PS Report Received" to the time the CPS Initial Assessment was approved by the Supervisor in eWiSACWIS. Calculated against the number of approved CPS Initial Assessments.

Response Time - Calculations are grouped by the Response time of the PS Report that started the CPS Initial Assessment.

Attempted or Actual Initial Contacts - Number of approved CPS Initial Assessments that have a Case Note linked to the CPS Initial Assessment with the following attributes:
Category: Assessment Contact
Type: Initial Face-to-Face Contact
Face-to-Face Type: Any value except "Not Applicable"
Face-to-Face Result: Any value

Avg Days to Attempted or Actual Contact - Average number of days from the "Date and Time PS Report Received" to the Assessment Contact Case Note's "Date Occurred". Calculated against the number of approved CPS Initial Assessments for which an Attempted or Actual Initial Contact was recorded in eWiSACWIS.

Actual Initial Contacts - Number of approved CPS Initial Assessments that have a Case Note linked to the Initial Assessment with the following attributes:
Category: Assessment Contact
Type: Initial Face-to-Face Contact
Face-to-Face Type: Any value except "Not Applicable"
Face-to-Face Result: either of the "... Contact Occurred" values

Average Days to Actual Initial Contact - Average number of days from the "Date and Time PS Report Received" to the Assessment Contact Case Note's "Date Occurred". Calculated against the number of approved CPS Initial Assessments for which an Actual Initial Contact was recorded in eWiSACWIS.

Window Screen Shots

PS Reports windows

1. Date PS Report Received
2. Response Time
3. Date PS Report Screened In (not displayed on window)

Protective Services Report - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

eWiSACWIS

Print Spell Check Help

Report

ID: 9221470 Name: Brenda Brooks Date: 10/20/2004 Worker: Frank Fox R/T: 2 - 5 Days

Participant Basic Allegation **Decision** R/T Matrix

Status

Worker Decision

Name: Frank Fox ☒ Screen In ☐ Screen Out ☐ Pending

Supervisor Decision

Name: Caitlin Cake ☒ Screen In ☐ Screen Out ☐ Pending

Response Time: 2 - 5 Days

☐ Law Enforcement Was Notified ☐ Notice to Reporter Generated

Basis for Screening Decision

Screen In: Screen In - C/N Secondary Caregiver ☐ After Hours Intake [Create/Link Case](#)

Screen Out:

Date and Time Report was Received: 10/19/2004 02:14 ☐ AM ☒ PM

Options:

Response Time Values:

ID_GRPI	TX_DESC_LRG
1	0 - 2 Hours
2	Same Day
3	24 Hours
4	2 - 5 Days
5	N/A

Assignment windows

4. Date Assigned to Assessment Worker

The screenshot displays the eWiSACWIS web application within a Microsoft Internet Explorer browser window. The browser's address bar shows the URL "eWiSACWIS - Microsoft Internet Explorer provided by DHFS - State of Wisconsin". The application's header includes a navigation bar with links for "Case Work", "Provider Work", "Search", "Refresh", "Print", "Help", and "Logout". Below the header, a menu bar contains "Create", "Maintain", "Utilities", "Adoption Search", and "Help".

The main content area is titled "Frank Fox's Desktop" and features two radio buttons: "Date Restricted" (selected) and "Participant View". Under the "Date Restricted" view, there are two sections: "Ticklers" and "Cases".

The "Ticklers" section lists two items:

- Ash, Anna (20238) 09/15/2004
- Mooretest, Jennifer (9221169) 09/15/2004

The "Cases" section lists several cases, including "Ash, Anna (20238)" and "Brooks, Brenda (20239)". Under "Brooks, Brenda (20239)", there is a sub-section for "Adoption" and "Assignment". The "Assignment" section lists three items:

- Fox, Frank**: CPS Initial Assessment, Secondary, 10/20/2004, Milwaukee. An arrow points from this entry to the text "4. Date Assigned to Investigation Worker".
- Cake, Caitlin: Intake Supervisor, 10/20/2004, 10/20/2004, Milwaukee.
- Thomas, Rob: CPS Ongoing Primary, 08/20/2004, Sheboygan.

Below the "Assignment" section, there are several other sections: "Family Assessment", "Income/Eligibility", "Intake/Referral", "Planning", and "Safety Assessment".

The bottom of the browser window shows the status bar with "Done" and "Internet" icons.

Case Note – Assessment Contact – Initial Face-to-Face Contact window

5. Date of earliest attempted/actual Initial Face-to-Face Contact (case note) regardless of Result, e.g., “Contact did not Occur”
6. Date of earliest actual Initial Face-to-Face Contact (case note), e.g., “Contact Occurred”

The screenshot shows the 'Case Notes - Microsoft Internet Explorer provided by DHFS - State of Wisconsin' window. The title bar includes 'eWiSACWIS' and navigation buttons like 'Print', 'Spell Check', and 'Help'. The main content area is divided into 'Note Information' and 'Narrative' sections. The 'Note Information' section contains fields for 'Date Occurred' (10/19/2004 04:00 AM), 'Category' (Assessment Contact), 'Type' (Initial IA Face-to-Face Contact), 'Face-to-Face Contact Type' (Worker/Parent Contact in Home), 'Face-to-Face Contact Result' (Scheduled/Contact Occurred), 'Units' (0000.0), and 'Participants' (Brooks, Bill; Brooks, Brad; Brooks, Brenda). The 'Narrative' section contains a text area with 'Case Note 1/1' and 'Visited with family re: initial assessment.' Arrows from the labels '5. Date Contact Occured' and '6. Result of the Contact Attempt' point to the 'Date Occurred' field and the 'Contact Result' dropdown, respectively. At the bottom, there are buttons for 'Insert Correction Note', 'Clear Fields', 'Create', 'Save', and 'Close'.

5. Date Contact Occurred:

ID_GRPI	TX_DESC_LRG
1	Worker/Child Contact In Home
2	Worker/Child Contact Out of Home
3	Other/Child Contact In Home
4	Other/Child Contact Out of Home
5	Not Applicable
6	Worker/Parent Contact in Home
7	Worker/Parent Contact Out of Home
8	Other/Parent Contact in Home
9	Other/Parent Contact Out of Home

6. Result of the Contact Attempt:

ID_GRPI	TX_DESC_LRG
1	Scheduled/Contact Occurred
2	Scheduled/Contact Did Not Occur
3	Unscheduled/Contact Occurred
4	Unscheduled/Contact Did Not Occur

Assessment windows

7. Date Assessment approved by supervisor

Approval History -- Web Page Dialog

eWiSACWIS

Print Spell Check Help

Document Information

Case: Brenda Brooks
Type: Assessment
Date: 10/20/2004

Approval Decision

☐ Approve ☐ Reroute ☐ Recall/Return ☐ Not Approve

Supervisor Approval

You have completed and are about to approve this piece of work. Do you wish to route this work to the supervisor listed below for future approval? If no, please select "Other" to select the appropriate party.

Supervisor: Caitlin Cake

Approval History

Worker Name	Status	Date	Action
Frank Fox	Initial	10/20/2004	Initial
Frank Fox	Pending	10/20/2004	Approved
Caitlin Cake	Pending	10/20/2004	Received
Caitlin Cake	Approved	10/20/2004	Approved

Continue

Close

8. Assessment Disposition

Assessment - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

eWiSACWIS Print Spell Check Help

Assessment Name: Brooks, Brenda Status: Open **Report** Response Time: 2 - 5 Days Date: 10/20/2004

Participants Basic Allegations Contacts **Results**

Assessment Results

- ☐ Substantiated
- ☐ Unsubstantiated
- ☐ Pending
- ☐ Not able to locate sources
- ☐ Likely to occur
- ☐ Unlikely to occur

Family RA Future A/N

Abuse Score:
Neglect Score:
Risk Level:

Safety Assessment

Safety Decision:

Strengths and Needs

Needs Level:

Disposition

Case Opened- Informal Disposition

Initial Assessment - Primary Caregivers Rating

Maltreatment: Circumstances: Emly. Funct.: High (21 to 28.0)
Child Funct.: Parenting Disc.: Significant (14 to 20.9)
Adult Funct.: Parenting Gen.: Total: Moderate (7 to 13.9)
Minimal to Low (0 to 6.9)

Family Service Level

Family Service Level:

Options: Go

Done Internet

8. Assessment Disposition

8. Assessment Disposition:

ID_GRP	ID_GRP1	TX_LDESC_MED
INVSDISP	1	Case Closed- No services necessary
INVSDISP	2	Case Closed- Family refused service
INVSDISP	3	Case Closed- Referred family for community services
INVSDISP	4	Case Closed- Cannot locate family members
INVSDISP	5	Law Enforcement involvement or referral to law enforcement
INVSDISP	6	Agency initiated Child abuse restraining order
INVSDISP	7	Other
INVSDISP	8	Case Opened- Voluntary
INVSDISP	9	Case Opened- Informal Disposition
INVSDISP	10	Case Opened- Chips petition
INVSDISP	11	Other-Case already open for other services